IPRS Implementation Steering Committee
Meeting Minutes - June 27, 2001

Attendees:
IPRS Implementation Steering Committee
   Sheila Swift, Area Director, Mecklenburg
   Karen Andrews, AD, Pathways
   Melanie Thomas, Alamance-Caswell
   Mark Robeson, Lee-Harnett
   Barbara Moore, Tideland
   Vince Joyce, Mecklenburg

IPRS Implementation Support and guests	Division Implementation Team
Christal Wood, Duplin-Sampson	Gary Imes, Chief, IT Section
Ken Jones, Duplin-Sampson	Tim Wildfire, IT Section
Bob Stayton, Sandhills	Betty Cogswell, IT Section
Claretta Johnson, Area Director, Lee-Harnett	Anita Curtis, IT Section
Jack Chappell, Controller's Office	Jim Ryals, DIRM
Bob Duke, Controller's Office	Rick Olson, DIRM
Cheryl McQueen, DIRM	
Ann Rodriguez, NCCCP	
Mark Prakke, DIRM	

The following handouts were distributed:
1. June 27, 2001 IPRS Implementation Steering Committee Meeting Agenda
2. June 15, 2001 IPRS Implementation Plan – Draft
3. June 15, 2001 IPRS Development Plan – GANTT Chart
4. List of Area Programs and Software Vendors

1) Discussion of June 15, 2001 IPRS Implementation Plan
   a) Concerns of area programs
      i) Problems with EDS
         (1) Kicking out claims and taking excessive time to clear the problem. The new contract should provide protection. Route the draft contract to the two pilot area programs.
         (2) Per Bob Duke, the most common problems must be identified in order to include proper penalty clauses.
            (a) Survey area programs for problems they are having with EDS
               (i) Surveys should be sent to finance officers
               (ii) Rick and Betty will handle and compile surveys for Bob Duke
            (b) Some measure of accountability must be addressed in the contract. Impact of system level changes should be addressed. Change volume will be an issue.

2) Areas of Responsibilities
   a) Add one more Area Director to this committee
      i) Nominated Jack St. Claire of Duplin-Sampson
      ii) Alternate – Art Costantini – Southeastern Center

3) Develop Connectivity Infrastructure – listed on Plan Draft
   a) Area program surveys were received from all area programs. Tim has forwarded the document to Betty for review.
   b) There were the following red flags
      i) Some weak in IT infrastructure
      ii) Lack of knowledge of what IPRS is

  iii) One third of the area programs are changing or upgrading software.
   (1) Systems have to be HIPAA compliant or no federal funds.
   (2) What will happen if the area programs cannot meet deadlines? Area Programs that can't implement the system will not get paid, since EDS will not except any paper claims. Gary to discuss this issue further with Tara.

4) IPRS Overview Training
 a) The training will be very detailed - significant area program time will be required.
 b) Be sensitive to geographical locations and time of the year.
 c) Mark suggested Tim present an online presentation to area directors.
  i) September may be the best time for the presentation (maximum of 1 hour).
  ii) Area directors forum is on July 13, 2001. Karen will pitch IPRS there.

5) IPRS Coordinators' Training
 a) Betty suggested a memo be sent to Area Directors requesting persons be identified for training. Karen suggested the memo go to multiple contacts. Betty will send to Area Directors, MIS Coordinators and Finance Officers.
 b) Betty will send a list to David Swann, chairman of the area directors' group, of those programs that have not named their IPRS Coordinator. Perhaps the HIPAA Coordinator could be a backup.

6) Vendors Issues
 a) Betty proposed starting a forum with vendors.
 b) Chair from each vendor user group would be coordinator or liaison with this committee.
 c) Specs should come from area programs, not this committee.
 d) Specs need to be sent to vendors ASAP to get them started (Gary wants them out by 7/31).
 e) There will only be one crosswalk set up for clients (universal numbers).
 f) Enhancements will be needed once the system is in place.
 g) The bugs need to be worked out prior to implementation.
 h) Area programs don't have money to keep enhancing systems.
 i) Issues will be prioritized as they come up.
 j) Funding of enhancements will need to be prioritized.
 k) The design team will make the decisions over prioritizing.

7) Areas of Concern
 a) Funding Issues for Transition to IPRS
  i) Gary has taken the issues of funding and hold harmless to the division. Nothing is available right now.
  ii) Resolution is dependent on State planning. The covered services' plan will be implemented in IPRS according to the state plan. The implementation work group will handle this.

8) Future Meetings
 a) Gary invited Mark Robeson to future IPRS Rollout meetings (every other Friday, June 29 next).
 b) Susan Brown Ward will be invited to future Implementation Steering meetings to share her HIPAA project perspective.

<u>Next Meeting: July 18, 2001, 1:00pm – Albemarle Bldg. room 1112</u>
    Tim will present the IPRS system at the July 18 meeting.

GAI/afc